

# SAGE MIP FUND ACCOUNTING

## Feature QuickCheck



Make an informed decision when you choose your fund accounting system. Use this checklist during your evaluation to perform a quick feature-by-feature comparison of Sage MIP Fund Accounting and two other systems.

GENERAL SYSTEM FEATURES	SAGE MIP FUND ACCOUNTING	OTHER	OTHER
<b>Setup</b>			
Table-driven, user-definable chart of account structure	✓		
User-defined segment lengths	✓		
Wizards to speed setup and maintenance of system	✓		
User-defined fields	✓		
Getting Started Manual for successful implementation	✓		
Flexible configuration options to operate on either MSDE or SQL Server	✓		
<b>Fund Accounting Tools</b>			
Track self-balancing funds	✓		
Enforce balancing on more than one segment	✓		
Track nature of donor restrictions on contributions and net assets	✓		
Track functional expenses (Programs, Fundraising, Management & General)	✓		
Budget tracking and controls	✓		
Automatic interfund transactions created	✓		
Performance/Outcome Measures recording and budgeting	✓		
Grant tracking and administration	✓		
Online inquiry with drill-down functionality	✓		
Customizable check and receipt printing	✓		
System controls warning of duplicate check usage	✓		
Automatic notification of check stock re-order point	✓		
Transaction allocation templates available for recurring distributions based on percentages, units, and/or fixed amounts	✓		
Automatic creation of offsetting entries for balancing transactions	✓		
Ability to configure business rules on transaction entry	✓		
Options available to track organization-specific attributes	✓		
Ability to save recurring transactions	✓		
Ability to prevent data entry to specific periods for security	✓		
Context-sensitive online Help for every function	✓		
Detailed checklists, procedural overviews and Tips available in Online Help System	✓		
Ability to use one or many cash accounts in single payment process	✓		
Electronic file storage provided	✓		
Memo only transaction entry available	✓		
Graphical system navigation tools	✓		
Customizable navigation and workspace options	✓		
<b>Reporting</b>			
FASB compliant reporting included (including FAS 117)	✓		
Ability to produce GASB 34 compliant statements	✓		
Preconfigured reports ready for immediate use or as templates for customized reports	✓		
Ability to control report formatting on custom financial statements	✓		
Reporting for preparation of Form 990	✓		
Report customization options available (column selection, sorting sequences, specified totals, and filters)	✓		
Preview affect of unposted transactions on financial reports prior to posting	✓		
Ability to Report by critical segment or combinations of account segments	✓		
Comparative columnar report presentation for financial statements	✓		
Budget to actual comparisons	✓		
Comparative reporting by month, quarter and year	✓		

<b>Reporting</b> <i>(continued)</i>	<b>SAGE MIP FUND ACCOUNTING</b>	<b>OTHER</b>	<b>OTHER</b>
Account roll-up for summarization	✓		
Cross fiscal year reports to match funding source reporting cycles	✓		
Create charts and graphs from financial data in the system	✓		
Comprehensive tracking of transactions for complete audit trail	✓		
Unlimited number of reports	✓		
Export directly to other applications including Excel	✓		
Grant reports for financial and administrative information	✓		
Forecasting tools	✓		
Ability to create Calculated columns and custom date tools	✓		
Print any report to PDF for easy electronic distribution	✓		
Email reports directly from application	✓		
Report service unit/outcomes measurements	✓		
<b>History &amp; Security</b>			
Store unlimited amount of history	✓		
Menu level security	✓		
View log of system activity	✓		
Group and individual user security maintenance	✓		
Secure reports from changes by other users	✓		
Limit entry and viewing access by individual program, department, general ledger code, and more	✓		
Connect directly to the underlying accounting data using a wide variety of applications utilizing ODBC drivers	✓		
<b>Licensing &amp; Installation</b>			
Standard Windows installation	✓		
Remote access options available	✓		
Single and multi-seat licensing	✓		
<b>Accounts Payable</b>			
Unlimited number of vendor records and vendor history	✓		
Ability to define vendor IDs with character or numeric type and field length settings	✓		
Create custom fields on the vendor record and record detailed notes	✓		
Set default account coding by vendor	✓		
Allows for vendor additions on the fly during transaction entry	✓		
Record and automatically apply vendor discounts	✓		
Place vendor payments on hold	✓		
Liquidate outstanding encumbrances during invoice entry	✓		
Select invoices for payment individually or using custom parameters	✓		
Disburse from multiple cash accounts in the same check run	✓		
Partial invoice payment options	✓		
Print pre-configured or custom sub ledger reports, including agings and cash flow projections	✓		
Online inquiry by vendor for open balance, payment history, including drill-down functionality	✓		
Generate vendor 1099s	✓		
Pay vendors electronically	✓		
ANSI/Check 21 compliant forms	✓		
<b>Accounts Receivable</b>			
Customizable checks and vouchers	✓		
Unlimited number of customer records and customer history	✓		
Ability to define customer IDs with character or numeric type and field length settings	✓		
Detailed customer records including contact information, billing terms, default account coding, customer type and class	✓		
Create custom fields on the customer record, charge codes, invoices and record detailed notes	✓		
Customer additions on the fly during transaction entry	✓		
Place customer credit on hold	✓		
Group customers to apply common billing charges	✓		
Recurring invoices available	✓		

<b>Accounts Receivable</b> <i>(continued)</i>	<b>SAGE MIP FUND ACCOUNTING</b>	<b>OTHER</b>	<b>OTHER</b>
Store standard charge calculations	✓		
Produce detailed invoices on multiple billing cycles	✓		
Automatically allocate revenues across multiple programs with system generated entries	✓		
Assess finance charges to past due accounts	✓		
Print pre-configured or custom sub ledger reports, including agings and cash flow projections	✓		
Online inquiry by customer for open balance, payment history, including drill-down functionality	✓		
Generate customer statements at user-defined intervals	✓		
Customizable invoices and statements	✓		
Setup and automatically calculate customer discounts	✓		
<b>Budget</b>			
Build current budget(s) based on historical data	✓		
Spreadsheet functionality in budget tool	✓		
Budget for multi-year projects or any timeframe needed	✓		
System controls to avoid overbudget spending	✓		
View budget impact of a transaction before saving it	✓		
Check for available budget inquiry tool	✓		
Comparative budget to actual reporting by month, quarter, or year or any period	✓		
Comparative budget to actual reporting by reporting dimension	✓		
Calculate budget variances, remaining budget, and revision totals	✓		
Options to consider encumbrances and pre-encumbrances when checking for remaining budget	✓		
Unlimited number of budget versions available (proposed, original, final, etc.)	✓		
Performance budgeting and reporting	✓		
Ability to lock or secure adopted budgets	✓		
Set budget checking at category or account level	✓		
<b>Allocations</b>			
Allocate multiple segments and create valid account combinations	✓		
Allocate interest, investment, and other revenues	✓		
Allocate direct and indirect costs	✓		
Perform allocations based on program Labor Hours or Headcount	✓		
Perform allocation based on external measures recorded within the application	✓		
Perform allocations based on percentages, units (such as square footage, number of transactions, etc.), fixed dollar amounts, relative account balances, weighted average daily balances or indirect cost rates	✓		
Wizards to speed setup of allocation codes	✓		
Allocate recurring distributions	✓		
Calculate allocations based on actual or budgeted activity	✓		
Perform allocations as often as needed	✓		
Preserve pre-allocation account balances for reporting purposes	✓		
System automatically records interfund transfers as needed	✓		
Cap allocations to prevent exceeding the indirect cost rate	✓		
Sequential allocations performed in a single calculation	✓		
Review allocation calculations and results prior to accepting system generated entries	✓		
Clear and auditable calculation report of allocation entries	✓		
<b>Payroll</b>			
Comprehensive employee records including demographic information, tracking of critical dates, position, emergency contact and notes	✓		
Calculate and track earnings, benefits, deductions, workers compensation, and leave	✓		
Multiple earning, benefit and leave calculation methods	✓		
Time and rate field lengths compliant with industry standards	✓		
System-maintained federal and state withholding tax tables	✓		
Support local employee or employer paid taxes	✓		
Maintain regular pay templates for employees to speed timesheet entry	✓		
Data entry tools for "fast movement" between timesheets for quick and efficient data entry	✓		
Ability to optionally secure sensitive pay information during data entry	✓		
Review timesheet entries and calculated pay to prevent mistakes prior to issuing payment	✓		

<b>Payroll</b> <i>(continued)</i>	<b>SAGE MIP FUND ACCOUNTING</b>	<b>OTHER</b>	<b>OTHER</b>
Quick check of leave balances during time entry	✓		
Allocate payroll entries based on direct labor hours	✓		
Automatic interfund transactions generated as needed	✓		
Pay employees with direct deposit	✓		
Ability to allocate fringe benefits independently if earnings	✓		
Comprehensive reporting options for summary or detail "all inclusive" view of employee	✓		
Labor hours and earnings utilization report for projects, grants, programs and other dimensions	✓		
Standard and custom reports including worksheets for federal, state, and local tax reporting	✓		
Produce W-2s, W3s and supports magnetic media filing	✓		
Multiple standard check and voucher formats available	✓		
ANSI/Check 21 compliant forms	✓		
Ability to customize checks and vouchers	✓		
Create custom fields on employee records	✓		

### Fixed Assets

Asset tracking fields including location, valuation method, responsibility, tag number, model, and warranty information	✓		
System-maintained standard and custom depreciation methods and custom depreciation schedules supported	✓		
System-generated direct and fully allocated depreciation entries	✓		
Integration between Accounts Payable and Fixed Assets to record additions on the fly during transaction entry	✓		
Group like assets for fast depreciation processing	✓		
Depreciate monthly, quarterly or annually	✓		
Process asset disposals	✓		
Standard and customizable reports including inventory tracking, asset registers, depreciation schedules, and disposal registers	✓		
Ability to record non-depreciable assets for inventory	✓		
Attach images of assets for easy retrieval	✓		

### Purchase Order and Encumbrance Modules

Item codes for commonly ordered items and services	✓		
Detailed purchase order fields including item numbers, descriptions, special instructions, comments, and date promised	✓		
User-defined fields to track attributes on purchase information	✓		
Customizable purchase order form	✓		
Batch processing of purchase orders	✓		
Ability to check for available budget during order entry	✓		
Automatically generate encumbrance entries from purchase orders	✓		
Standard industry purchase reports including purchase order register, item tracking report, receiving report, and cancellations	✓		
Manual encumbrance entry and liquidation options	✓		
Automatic liquidation of encumbrances during invoice and cash disbursement entry	✓		
Options to include encumbrances on budget reports and financial statements	✓		
Partial encumbrance liquidations allowed	✓		

### Electronic Requisitions

Defined request and approval workflow	✓		
Ability to establish dollar approval thresholds by user	✓		
One-click budget verification by line item	✓		
Track detailed requisition records including requestor, date items needed, special instructions and detailed notes	✓		
Automatic flow to purchase orders on approval	✓		
Customizable printed requisition form	✓		

### Other Available Modules

Ability to easily integrate with other critical applications (import/export tools)	✓		
Bank Reconciliation tools and reports	✓		
Job Scheduler to run your scheduled tasks at user-defined intervals to reduce network traffic	✓		
Data Consolidation tools for multiple organization reporting	✓		